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## DISTRIBUTION OF UNCLASSIFIED PUBLICATIONS TO THE GENERAL PUBLIC

1. It is NFAC policy to make available to the general public those unclassified publications that are likely to be of interest to academia, the business community, and the general public. The Deputy Director, NFAC, must approve the release to the public of a new unclassified NFAC publication or series. It is his responsibility to solicit the views of the State Department and the National Security Council on the foreign policy sensitivity of appropriate documents before deciding whether to release them to the public. If he approves release, a copy of each such publication must be delivered to the DCI, the DDCI, the DDO and the Director of Public Affairs 24 hours before it is made available for public release so that they will be aware of potential press discussion. It is the responsibility of the production offices, in the first instance, to review proposed unclassified publications for protection of intelligence sources and methods, and for potential foreign policy sensitivity.

2. Copies of all unclassified reference aids and most unclassified finished intelligence reports will be made available to the Library of Congress' Document Expediting (DOCEX) Project, the US Department of Commerce's National Technical Information Service (NTIS), and the Government Printing Office's (GPO) Federal Depository Library Program for general release to the public in accordance with the attached procedures. In some cases NFAC will release unclassified reports for publication as articles in scholarly journals rather than as monographs distributed through DOCEX, NTIS and GPO.

3. It will be normal practice to refer non-Governmental requesters to one of these outlets. Individual copies of reports may be provided by NFAC offices or by the Coordinator for Academic Relations (CAR) to academia and the business community when, in the judgment of the originating office or the Coordinator for Academic Relations, there would be a benefit to the Agency, such as substantive feedback or informed critique of the publication.

4. The CIA Librarian  serves as the Agency liaison with DOCEX and NTIS on publication matters and should be contacted for information concerning those programs.

Bruce C. Clarke, Jr.  
Director  
National Foreign Assessment Center

### Attachment:

Procedures for Releasing  
Unclassified NFAC  
Publications to the Public

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I. DETERMINING RELEASE TO THE PUBLIC

Requests for permission to publish a new unclassified NFAC publication or a new unclassified NFAC series will be forwarded to the Deputy Director, NFAC, for his approval. A draft of the publication must be forwarded with the request.

II. ITEMS PUBLISHED BY THE AGENCY

A. Covers

All unclassified NFAC publications, with the exception of OGSR atlases, will have white covers and will be categorized as either research papers or reference aids. Each publication will be numbered in accordance with the standard numbering system specified in NFAC Notice 51-5 (Revised) dated 7 May 1979. Unclassified publications will not, however, have copy numbers.

B. STATEMENT ON PURPOSE AND ON OBTAINING ADDITIONAL COPIES

The following statement will be included on the back of the cover:

This publication is prepared for the use of US Government officials. The format, coverage and contents of the publication are designed to meet the specific requirements of those users. US Government officials may obtain additional copies of this document directly or through liaison channels from the Central Intelligence Agency.

Requesters outside the US Government may obtain subscriptions to CIA publications similar to this one by addressing inquiries to:

Document Expediting (DOCEX) Project	National Technical
Exchange and Gift Division	Information Service
Library of Congress	5285 Port Royal Road
Washington, DC 20540	Springfield, VA 22161
or	

Requesters outside the US Government not interested in subscription service may purchase specific publications either in paper copy or microform from:

National Technical Information	Photoduplication
Service	Service
5285 Port Royal Road	Library of Congress
Springfield, VA 22161	Washington, DC 20540
(For faster service, call the	
NTIS Order Desk (703) 487-4650)	
or	

C. AUTHORSHIP ATTRIBUTION

As a normal practice, the author of an unclassified publication issued by the Agency will not be named in the publication. On all unclassified non-serial reports, the reader will be advised that queries or comments regarding the publication may be directed to the Director for Public Affairs (D/PA). This note will appear on the title page as follows:

Comments and queries on this paper are welcome and may be directed to the Director for Public Affairs, Central Intelligence Agency, Washington, D.C., 20505; area code 703 351-7676. For information on obtaining additional copies, see the inside of the front cover.

D. ADVANCE NOTIFICATION AND DISTRIBUTION

NFAC offices should forward a draft copy of a proposed unclassified publication to the Intelligence Dissemination and Control Division of OCO (OCO/IDCD). (Serial publications and OCR reference aids are exempt from this requirement.) OCO/IDCD will forward a draft copy of the unclassified paper to the Director of Public Affairs, who, after review, will notify OCO/IDCD of the number of printed copies required by his office for distribution to the press and to the public. The Director of Public Affairs may also advise NFAC when it is desirable to delay dissemination for 24 hours after publication to allow the Office of Public Affairs to make advance distribution for press release and public affairs purposes.

OCO/IDCD will handcarry six advance copies of each publication except serial publications and OCR reference aids to the Office of the Director of Central Reference (OD/OCR) for immediate delivery to the DCI, the DDCI, D/NFAC, DDO, and D/PA with notification that the item will be released to the public in 24 hours.

OCO/IDCD will also alert the Foreign Liaison and Congressional Support Staffs, the Coordinator for Academic Relations and the CIA Librarian on proposed unclassified publications.

III. AGENCY RESEARCH PUBLISHED AS ARTICLES IN SCHOLARLY JOURNALS RATHER THAN AS AGENCY MONOGRAPHS

A. POLICY

In selected cases NFAC may decide to publish the results of Agency research as articles in scholarly journals rather than as CIA-issued monographs. Articles published in open journals and described as the results of NFAC analysis will

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